



St. Xavier's College (Autonomous), Mumbai

RESEARCH POLICY

Composition of the Research Committee

The Research Committee at St. Xavier's College consists of 6 professors, 2-3 from Arts and 3-4 from Science, one of who will be the convenor. Amongst the Science faculty, at least one will be from the Biology departments and one from the Non-Biology departments. Among the Arts faculty, at least one will be from the Humanities and one from the Social Sciences. This committee works with the Principal in reviewing proposals and also in encouraging research in the College.

Research Policy

St. Xavier's College is affiliated to the Mumbai University and hence adheres to all the ordinances and regulations formulated by the University of Mumbai (No.Exam. Thesis/Univ./ VCD/947 of 2018).

St. Xavier's College encourages research by:

1. Providing infrastructure through the various research centres in the campus namely, Blatter Herbarium, Caius Research Laboratory, Heras Institute, NSR laboratory.
2. Supporting Mumbai University recognized research centres on campus, to **conduct** research in the various disciplines namely, Ancient Indian Culture, Botany, Chemistry, Geology, Life Science, Microbiology, and Zoology.
1. Encouraging faculty to apply for recognition as research guides both for MSc by research and Ph.D.
2. Approving leave of the faculty pursuing research leading to a doctoral degree under the Faculty Improvement Program offered by the UGC.
3. Urging the faculty to apply for Major and Minor research grants provided by the Government organizations such as Mumbai University Teachers grant, UGC, DBT, BIRAC, etc with the support of the research committee
4. Supporting the BOS of every department that promotes the development of a research culture amongst students of the UG and PG programs. This is done by incorporating a research component in the syllabi of every subject with the active support and encouragement of the members of the BOS. Research programs are also offered under the aegis of the Honours program.



5. Showcasing the research carried out by the student and the faculty through its registered peer review, UGC CARE recognized journal, Xplore with separate editions for Sciences and Humanities.
6. Engaging a research consultant to advise new researchers, assist those applying for grants in the biological fields and to guide the Caius research lab initiate collaborative projects with industry.
7. The college also strictly prohibits plagiarism at all levels and facilitates the monitoring and mitigation of malpractices through online tools.

Research Proposals

The norms for submission of a research proposal, by any staff member from College, for funding from an outside agency including the University, Government, Industry, or Non-Government agency are as follows:

1. A Research Proposal from a member of the faculty must be first passed via the Head of the concerned Department through an informal Research Committee of some faculty members of the department and at least one external member from the BOS of that department, so that the technical matters of that discipline may be considered. At least an email consultation with the external member must be sought. Non-teaching staff not associated with any academic department may submit their research proposal directly to the Principal who will place it before the research committee of the college.
2. The Research Proposal so passed through the Department Research Committee, must reach all the College Research Committee members in soft copy, three full weeks before the deadline for submission to the Funding Agency. Proposals will not be accepted after this deadline.
3. The Committee will take a maximum of 8 days to review the proposal and will then hold a meeting with the researcher to suggest changes. The inter-disciplinary issues will thus be considered adequately.
4. The Professor concerned then has 8 days to re-submit the Proposal to all the members of the Research Committee in soft copy, with the changes requested.
5. The Principal will then give sanction for the proposal to be sent in hardcopy or to be submitted online.
6. Projects, especially Major Projects, should be submitted only after substantial preliminary work has been done. The first year cannot be proposed for a literature survey or similar preliminary work.



Seed Money for Faculty

The College has committed Rs 10 Lakhs as Seed Money for three years.

This has been allocated between departments such that Rs 50,000/- is available per department, for 3 years, with a cap of Rs. 10,000/- per professor. If funding is secured from an agency, the seed money should be returned as a type of rolling fund. If funding is not secured, the College will bear the amount. A presentation (poster or oral) at a Conference will be expected from the work attempted.

Bio-Safety Committee at St. Xavier's College

Work with Microorganisms:

General norms set by the Institutional Bio-Safety Committee of the college to help investigators working with microorganisms.

Projects have been classified as under:

1. Prospect of working with micro-organisms and/or GMOs with no pathogenesis as Bio-safety Level 1 (BSL-1).
2. Prospect of working with micro-organisms and/or GMOs with pathogenesis as BSL 2.
3. Working with pathogens and clinical samples are not permitted on SXC campus.

Norms to be followed:

1. It is mandatory that the investigator/student working with micro-organisms be assessed for proficiency in Good Microbiological Techniques, and to undergo training, if necessary. Without undergoing training and assessment, the work cannot be initiated. The training program would be conducted and the records maintained by the Department of Microbiology. It is therefore not compulsory to have a trained microbiologist in a proposal, provided the investigator has undergone training and assessment before initiating the work.
2. The bio-safety equipment used for all manipulations should be checked every six months and a quarterly audit conducted.
3. Handling, storage, and waste disposal of all clinical samples should be done as per safety guidelines and good microbiological techniques should be practiced.
4. Genetic manipulations at BL 3 and 4 levels can be carried out by investigators of the college in collaboration with and at institutions where permissions and facilities to carry out such work are available;
5. If to be carried out in the college, procedures to meet the appropriate conditions and safety measures must be taken and certified by the Biosafety Committee before the proposal is submitted to the funding agency or before work begins.